

Provider Bulletin

Date: March 7, 2011 Bulletin # PB-FY11-08

Wyoming Department of Health Mental Health & Substance Abuse Services Division

Response Required

Deliverables Tracking and Deadlines

This bulletin provides information on FY11 contract deliverables, specifically regarding contract deadlines related to audits, match requirements, reports, plans, WYPOMs and performance targets. Failure to meet contract deadlines may impact current and future funding and Medicaid enrollment status.

Audits—December 31, 2010 (Past Due)

The Division has not received an annual audit report for Fiscal Year 2010 from all current contractors. Pursuant to Responsibilities of Contractor, Section 9(A)(xii)(b): "(5) [t]he Contractor shall submit the audit for Fiscal Year 2010 by December 31,2010; (6) [i]f the annual report cannot be completed by these dates, the Contractor shall notify the Division of the estimated date of completion. No Contract for the next fiscal year shall be issued by the Division unless and until an audit from the previous fiscal year has been submitted by the Contractor to the entities listed in this section." Audits should be mailed to the Division.

Additionally, EqualityCare (Medicaid) requires providers who wish "to continue as a Medicaid provider shall submit a copy of a financial audit to the Department and the Department of Audit within onehundred and eighty (180) days after the end of each fiscal year for which the agency is a provider." Wyoming Medicaid Rules, Chapter 13, Mental Health Services. Providers who wish to receive Medicaid reimbursement for furnishing covered services to recipients must comply with this audit requirement, failure to do so could jeopardize continued Medicaid enrollment.

Match—March 31, 2011

Pursuant to Financial Requirements, Records and Reports, Section 9(A)(xii)(e) and Wyoming Statute 35-1-622(b), contractors "shall certify annually in writing no later than March 31, 2011 that funds under this Contract shall not exceed ninety percent (90%) of the total non-federal expenditures for human service programs provided by the Contractor." Documents attesting to match requirements should be mailed to the Division.

Evidence Based Practice Report—March 31, 2011

Pursuant to Responsibilities of Contractor, Section 9(C)(iv), contractors "shall submit the PDF version to WCIS Attachment O—Wyoming Evidence Based Practice Support no later than March 31, 2011." This document should be uploaded to WCIS.

Regional Service Delivery Plan—April 1, 2011
Pursuant to Responsibilities of the Contractor, Section 9 (A)(iii), contractors are required to submit a Regional Services Implementation Plan as part of the Agency's FY12 funding application. This document should be uploaded to WCIS.

Forfeiture of Service Performance Payment —March 1, 2011

Several contractors have failed to meet or are projected to fail to meet service performance targets. Pursuant to Section 8(B)(i), "[if] by March 1, 2011 Contractor has not reached the performance hours established for that point in time, **the Contractor forfeits any claim to the last performance payment** unless otherwise determined by the Division according to the negotiated plan of improvement." Contractors who wish to negotiate a plan of improvement should contact Korin Schmidt.

Forfeiture of WYPOMS Performance Payment—June 15, 2011

Several contractors have failed to meet or are projected to fail to meet WYPOMS performance payments. Pursuant to Section 8(B)(ii), "[i]f by June 15, 2011 the Contractor has not reached the WYPOMS performance targets, the Contractor forfeits any claim to the third performance payment unless otherwise determined by the Division."



Thank you for your courtesies.

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